

Notes of Meeting: South East South London Headteacher Board

Thursday 14 March 2019

South-East and South London Regional Schools Commissioners Office, Trafalgar House, Croydon.

Attendance*

RSC, Chair

Dominic Herrington (RSC)

Guests

Kate Baddeley (Deputy Director, DfE)

Charlie Fagan (MAT Capacity Unit, DfE)

Headteacher Board (HTB)
Members

Stephen Carey

Alison Beane

Sir Andrew Carter

Mark Ducker

Jon Chaloner

Paula Farrow

Nikki King

Apologies**

Attendance*

DfE Senior Civil Servants	Maria Dawes (Deputy Director) Jonathan Duff (Deputy Director) Deonne Rowland (Deputy Director) EFA Representative	*Attendance data is published annually on gov.uk **Members of the board who apologised have been consulted on all projects, where available, prior to the meeting (excluding items where there were conflicts). Their views are reflected in the discussion at the meeting (where appropriate).
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Converter Academy Orders

Project	HTB discussed:	RSC Decision	Conflicts
Woodmansterne Primary School, Surrey, to join Bourne Education Trust	<ul style="list-style-type: none"> • The MAT was a good match for the school • HTB asked that officials work with the school to ensure that school governors have a full understanding of the necessary changes to the governing board on conversion. 	Approved	None
Further Actions Required	Academy Order issued		
St Polycarps Catholic Primary School, Surrey, to join Xavier Catholic Education Trust	<ul style="list-style-type: none"> • HTB noted that as a teaching school St Polycarps will add capacity to the trust • HTB noted that one of the trust's three members is also Chair of Governors at one of the trusts academies • The RSC asked that officials work with the trust to clarify the national guidelines on the distinction between different levels of governance within an academy trust. 	Approved	None

Attendance*

Further Actions Required	Academy Order issued		
St Mary CofE Voluntary Controlled Primary, Southampton, to Join Portswood Trust	<ul style="list-style-type: none"> HTB acknowledged that the school has improved its Ofsted inspection grade from a '3' to '2' whilst working with the trust. The HTB recommended that the CEO receives support in the form of a CEO mentor from another trust to assist him in his new role. The RSC office will broker this. 	Approved	None
Further Actions Required	Academy Order issued Strong recommendation that CEO to have a mentor from another trust		
Hook Lane Primary, Bexley, to join Maritime Academy Trust	<ul style="list-style-type: none"> The HTB noted that the trust have grown quickly, and also have a free school in the pipeline. 	Approved with one condition 1) The trust limits growth for a period of 12 months (until Easter 2020).	None
Further Actions Required	Academy Order issued		
Ravenstone Primary School, Wandsworth, to join Wandle Learning Trust	<ul style="list-style-type: none"> HTB recognised that the school is a feeder for Chestnut Grove and would sit well within the Wandle Learning Trust HTB recommend that the trust should have a single senior executive leader that the board can hold accountable for 	Approved	None

Attendance*

	performance. The RSC team has already written to the chair of the trust, asking them to review their current executive structure.		
Further Actions Required	Academy Order issued		
Rolvenden Primary School, Kent, to join Tenterden Schools Trust	<ul style="list-style-type: none"> HTB noted that the Tenterden Schools Trust was already offering additional support to the school, and agreed that it made sense for this to become a formal relationship. 	Approved	Stephen Carey was not present for this item and did not receive the papers.
Further Actions Required	Academy Order issued		
Paddock Wood Primary School and Horsmonden Primary School, Kent, to join Leigh Academies Trust (LAT)	<ul style="list-style-type: none"> HTB recognised that these two primary schools have resolved to join LAT and are feeders to nearby Mascalls Academy which is already a member of the trust. LAT's recent merger with the Williamson Trust meant the trust has grown rapidly. 	Approved	None
Further Actions Required	Academy Orders issued		

Sponsored Route

Project	HTB discussed:	RSC Decision	Conflicts
St Mary's School and Sixth Form College, East Sussex – Sponsor Options	<ul style="list-style-type: none"> • HTB noted that this is a non-maintained special school in need of support. • East Sussex County Council is keen to work with the RSC Office and the ESFA to support the school and are already working with the Torfield and Saxon Mount Academy Trust to provide leadership • HTB believe that Torfield and Saxon Mount can provide support, but that St Mary's need further expertise in residential provision and HR and finance. This should be explored as part of a collaborative East Sussex County Council, ESFA and RSC Office working group 	Support the project as it progresses and to keep HTB informed	
Further Actions Required	RSC office to support the project as it progresses and to keep HTB informed		
St Anne's Catholic Primary School, Hampshire, to join the Mother Teresa Catholic Academy Trust	<ul style="list-style-type: none"> • St Anne's received an Ofsted inadequate judgement on 28/11/2018 and a subsequent Academy Order on 01/02/2019 • It was acknowledged that both the school and the trust are part of the same Catholic diocese. • HTB highlighted the distance of 29 miles between the school and the trust 	Approved	

Sponsored Route

**Further
Actions
Required**

Inform trust of decision.

Sponsor Application

Project	HTB discussed:	RSC Decision	Conflicts
The Mother Teresa Catholic Academy MAT – Sponsor Approval	<ul style="list-style-type: none"> It was recognised that the trust has a good lead school with a strong track record of supporting schools in raising standards. The lead school is a designated teaching school. It was confirmed that the trust are currently transitioning from 6 to 5 members, in line with DfE’s Governance Handbook. 	Approved with one condition 1) ESFA due diligence to be completed before approval	
Further Actions Required	Inform trust of decision. Complete ESFA due diligence.		

Free School Presumption – Sponsor Approval

Project	HTB discussed:	RSC Decision	Conflicts
East Sussex Free School Presumption	<ul style="list-style-type: none"> East Sussex County Council (ESCC) ran a public exercise to identify potential sponsors for this Free School. Following the interview process, which the DfE attended, Beckmead Trust was chosen as the preferred option. 	Approved with 4 conditions 1) The Beckmead Family of Schools successfully converts to a	

Free School Presumption – Sponsor Approval

- The board raised questions regarding the geographic footprint of the trust, the timing of two new pipeline schools and the robustness of the trust's financial modelling.

- MAT by 1 April 2019
- 2) The trust provides the DfE with further rationale for its 2% top-slice policy by 1 May 2019;
 - 3) The trust provides the DfE with the underlying assumptions for its Projected Financial Performance from 2018/19 to 20/21/22 by 1 May 2019; and
 - 4) The DfE will assess and sign-off the education brief, governance plan and finance plans for the presumption project prior to signing a funding

Free School Presumption – Sponsor Approval

		agreement with the trust.	
Further Actions Required	Inform trust of decision. Officials to monitor progress of the trust with ESCC, and scrutinise the trust's financial modelling		

Significant Change

Project	HTB discussed:	RSC Decision	Conflicts
Worthing High School, West Sussex - Capacity Expansion	<ul style="list-style-type: none"> HTB noted that WSCC do not support the capacity expansion HTB believe that there is insufficient basic need in the area and that the expansion could create wider instability across schools in Worthing. As the trust has only recently converted from a SAT to an empty MAT, HTB recommend the trust strengthen their governance and leadership 	Declined	
Further Actions Required	Inform trust of decision		
West Ewell Primary School and Nursery, Bourne Education Trust,	<ul style="list-style-type: none"> School wishes to extend the upper limit of the specialist centre in conjunction with the school's transition from Infant to Primary age range 	Approved	

Significant Change

Surrey – Age range change	<ul style="list-style-type: none"> No objections from HTB 		
Further Actions Required	Inform trust of decision		
Grafham Grange School, Orchard Hill Academies Trust, Surrey – Removal of boarding provision	<ul style="list-style-type: none"> HTB noted that Surrey County Council had no objections to the proposal No objections from HTB 	Approved	
Further Actions Required	Inform trust of decision		
The Raleigh School, South Farnham Education Trust, Surrey – Age range change	<ul style="list-style-type: none"> The school wishes to lower their age limit by one year to allow for their private nursery to be transferred to the school and continue operating on site No HTB objections 	Approved	Sir Andrew Carter was not present for this item and did not receive the papers.
Further Actions Required	Inform trust of decision		

Significant Change

Highfield South Farnham School, South Farnham Education Trust, Surrey – Age range change	<ul style="list-style-type: none"> • The school wishes to expand capacity by 4 additional classes in a new school block • Full planning permission has already been granted for the new school block • No HTB objections 	<p>Approved</p>	<p>Sir Andrew Carter was not present for this item and did not receive the papers.</p>
Further Actions Required	<p>Inform trust of decision</p>		
Lanesend Primary School, Isle of Wight - Capacity Expansion	<ul style="list-style-type: none"> • HTB noted that there are currently a large number of surplus primary school places on the island and the DfE Pupil Place Planning team have encouraged the LA to reduce the number of surplus places. • HTB noted that the LA are not supportive of this expansion. 	<p>Declined</p>	
Further Actions Required	<p>Inform trust of decision</p>		
Cuddington Community Primary School, The Howard Partnership Trust, Surrey - Age range change	<ul style="list-style-type: none"> • The trust requests that the school is approved to open nursery provision. No HTB objections 	<p>Approved</p>	

Significant Change

Further Actions Required	Inform trust of decision		
Pyrcroft Grange Primary School, Bourne Education Trust, Surrey - Age range change	<ul style="list-style-type: none"> • Request for approval to lower age limit change to include a nursery • Surrey County Council are supportive of this change due to lack of places in the area. • No HTB objections 	Approved	
Further Actions Required	Inform trust of decision		
Coombe Girls' School, Kingston-upon-thames, to add SRP unit for hearing impaired students	<ul style="list-style-type: none"> • School wishes to introduce a specialist resource provision • The proposal will use existing accommodation within the schools main building, which will be modified • The local authority is supportive and has paid for capital modifications. • No HTB objections 	Approved	
Further Actions Required	Inform trust of decision		
Rainham Mark Grammar School, Medway – Capacity Expansion	<ul style="list-style-type: none"> • Request to approve expansion from seven to eight form entry. • The LA has already funded an expansion of the building to accommodate this change. 	Approved	

Significant Change

	<ul style="list-style-type: none"> HTB raised concerns on the effect on school places in the area; it was noted that pupil place planning data shows a forecasted increase in the demand for places. 		
Further Actions Required	Inform trust of decision		
Stanford Primary School, Pace Academy Trust, Merton to add alternative provision	<ul style="list-style-type: none"> Request to establish an Alternative Resource Provision from 1 September 2019 Merton LA, the trust and Local Governing Board are fully supportive of the proposal, and there is an established need in the local area. No HTB objections 	Approved	
Further Actions Required	Inform trust of decision		
Valley Invicta Primary School at East Borough, Kent, to add SRP unit for autistic spectrum disorders	<ul style="list-style-type: none"> The trust has already worked successfully with the local authority to establish an SRP at another school in the trust. Kent County Council has identified a growing trend in pupils within the primary sector diagnosed with complex ASD, and that additional provision based within mainstream schools is required to meet the need. 	Approved	
Further Actions Required	Inform trust of decision		

Significant Change

Rosendale Primary School, Lambeth – proposed expansion to 4 form entry	<ul style="list-style-type: none"> Rosendale Primary School is proposing to change from 3FE to 4FE. HTB noted that there was a 5% surplus in Primary school places in the locality, but accepted that this is within the DfE guidelines for expansion approval HTB considered parental choice and the school's Outstanding judgement. 	Approved	
Further Actions Required	Inform trust of decision		

Decisions Taken on Behalf of Another RSC

Project	HTB discussed:	RSC Decision	Conflicts
Wadenbridge School (SAT), Cornwall - Sixth Form Closure	Significant change <ul style="list-style-type: none"> Proposal of sixth form closure due to falling numbers The SAT's governance arrangements do not correspond with the Department's guidance. The RSC office has challenged the lack of separation between members and trustees. The trust is in the process of discussing how to address these concerns. 	Approved with 1 condition <ol style="list-style-type: none"> The school provide a governance action plan within six weeks to bring their 	South-West RSC, Lisa Mannall had a conflict of interest and so the paper was heard by the South-East and South London RSC.

Decisions Taken on Behalf of Another RSC

		governance model in line with the current guidance on best practice	
Further Actions Required	RSC office for the South West to inform the trust of the decision and scrutinise the governance action plan to be provided by the trust.		

Trust Change

Project	HTB advice / comments:	RSC Decision	Conflicts
Balgowan Primary Academy, Bromley – to join Nexus Education Schools Trust (SAT to MAT)	<ul style="list-style-type: none"> • Balgowan Primary Academy, Bromley, to join Nexus Education Schools Trust (SAT to MAT) • HTB acknowledged that this is strong performing SAT joining a strongly performing MAT • No HTB objections 	Approved	Paula Farrow was not present for this item and did not receive the papers
Further Actions Required	Inform trust of decision		
The Horsell Village	<ul style="list-style-type: none"> • HTB recognised the cultural shift in becoming a MAT 	Approved	

Trust Change

**School, Surrey
(SAT to MAT)**

- Offer mentoring to headteacher to ease the transition from SAT to MAT

**Further
Actions
Required**

Inform trust of decision

Decisions Taken Between HTB Meetings

Project	Decision type	RSC Decision	Conflicts
Haberdashers' Aske's Federation Trust, South London – Disaggregation of all-through schools.	Significant change – proposed disaggregation of all-through schools into separate primary and secondary schools.	Approved	
Further Actions Required	Inform trust of decision		

List of projects listed on draft agenda for this meeting, but were not discussed

Project	Reason taken off the agenda:
Phoenix Academy, STEP Academy Trust, East Sussex – Change to admissions	The Significant Change application was withdrawn by the trust
Cliffdale Primary School, Solent MAT - Age range change	Deferred until the next HTB meeting
Partners in Learning, East Sussex – Sponsor application	Deferred until the next HTB meeting

Decisions Taken by Exception

Project	Decision Type	RSC Decision	Conflicts
Cranbrook School, Kent	Boarding age range change from 13-18 to 11-18	Approved	
Further Actions Required	Inform trust of decision		

Decisions Taken by Exception

**St Thomas
More Catholic
Comprehensive
School,
Greenwich**

Capacity increase

Approved with 2 conditions

- The trust’s application for CIF funding is approved.
- The trust conducts another, full consultation takes steps to mitigate any objections.

**Further Actions
Required**

Inform trust of decision