

## School Officers' Meeting Minutes

<b>School name:</b>	Ripley CofE Primary School		
<b>Date / Time:</b>	23.01.17 @ 4.00pm	<b>SIIP</b>	
<b>Headteacher:</b>		<b>SW Quadrant Senior Consultant:</b>	
<b>Chair Governors:</b>		<b>Area Education Officer:</b>	
<b>DfE number:</b>	936/3031	<b>Diocesan Officer:</b>	
<b>Inclusive Values Strategy</b>		<b>Phase 1 - Pilot School</b> <input type="checkbox"/> <b>Phase 2 – Intention to become an Index School</b> <input checked="" type="checkbox"/>	
<b>File save as:</b> School name Ripley_Officers_mins100117			
<b>Chair:</b>			
<b>Minutes taken by:</b>			
<b>Present:</b>			
Interim Surrey Lead for School Effectiveness, Babcock 4S			
Area Education Officer			
Leadership Reviewer, Babcock 4S (if applicable)			
Personnel Consultant, Babcock 4S			
Finance Consultant, Babcock 4S			
Deputy Director of Education, Guildford Diocesan Board of Education			
Head of Schools Commissioning Officer SW			
Quadrant Senior Consultant Babcock 4S			
<b>Apologies:</b>			

Minutes	Actions
<b>1. Context/concerns of the meeting</b>  <p>Since the last meeting ■ has visited the school. ■ shared the HTs' concerns about the buildings, which would be an anxiety for anyone taking the school forward. .It was agreed that T&amp;L is the main focus.</p> <p>■ confirmed that ■ are not prepared to take the school on. ■ will stay until September.</p>	
<b>2. Round the table concerns/challenges</b>  <p>Possible solutions:</p> <ul style="list-style-type: none"> <li>■ thanked ■ for brokering a short-term solution involving Send. ■ and ■ met and ■ (■) to discuss. This would be a one year solution. If this option was pursued they could start some bridging in the summer term ready for the</li> </ul>	

<p>autumn term. There would be an MOU but [REDACTED] does not want a federation. It is possible [REDACTED] would take over leadership of an IEB. [REDACTED] would support [REDACTED] as HT.</p> <ul style="list-style-type: none"> <li>Form a hard federation with [REDACTED] This could be in place from Sept. If this was the preferred solution [REDACTED] will explore further.</li> <li>The school becomes part of a MAT. GST cannot take the school on because of commitments to other schools and they would need agreement from the RSC to take on another one.</li> </ul> <p>It was agreed that a MAT solution was needed and to seek advice from the RSC about other MAT possibilities. A formal warning notice could bring about a series of actions that would involve the RSC.</p> <p>The warning notice will be issued for the following reasons:</p> <ul style="list-style-type: none"> <li>Risk of special measures</li> <li>Budget concerns</li> <li>Government concerns (CoG lives in [REDACTED] now and originally agreed to the position as a temporary measure)</li> <li>No long term leadership secured</li> </ul> <p>Discussions followed on what would be required of leadership following the warning notice.</p>	
<p><b>Support agreed and actions</b></p> <p><b>Actions</b></p> <ul style="list-style-type: none"> <li>[REDACTED] to talk to [REDACTED] and forewarn [REDACTED] that a warning notice will be issued. [REDACTED] will inform the meeting of the outcome. The formation of an IEB depends upon this conversation.</li> <li>[REDACTED] and [REDACTED] will meet with [REDACTED] and [REDACTED] to tell them there was an officers' meeting and the suggested plan ahead.</li> <li>[REDACTED] to call [REDACTED] to inform [REDACTED] we are seeking help from the RSC and there will be more detail to follow.</li> <li>[REDACTED] will draft a warning notice with [REDACTED] and [REDACTED].</li> </ul>	
<p><b>Categorisation</b></p> <p>FSS</p>	
<p><b>Is there any reason why a Pre-warning Notice should <u>NOT</u> be issued</b></p> <p>It will be issued.</p>	
<p><b>Date of next meeting:</b> [REDACTED] will contact everyone to arrange a meeting before half term.</p>	

Distribution by SIIP to: Head of School Effectiveness, attendees, admin for filing