Minutes of Diptford School Ethos Group (SEG) Committee Meeting, 10 October 2022

|  |  |  |
| --- | --- | --- |
| **Present** | Holly Edgington (Acting Chair) | Academy Head |
| Roger Knight | Previous Chair |
| Nick Zeiher | Wrens Rep |
| Rev David Sayle | Church Rep |
| Lucy Baldwin | Parent Governor and Kingfishers Rep |
| Rebecca Filtness (sec) | Dippers and Little Dippers Class Rep |
| Janet Watts | Community Governor |
| James Bell | Hawks Rep |
| Sophie Pritchard | Staff Rep for collective worship and PEGS |
| **Not present** | Robin Tugwell | Foundation Governor |

|  |  |  |
| --- | --- | --- |
| **Item** | **Minutes** | **Action /** **lead** |
| 1. **Welcome and Apologies** | 1. HE welcomed new committee members and thanked RK for his excellent work acting as chair and a class rep for the last four years. RT’s absence was noted – he has not attended for a while and does not respond to emails. | **HE** to follow up with Sharon Lord the role of the foundation governor and diocese rep. |
| 1. **Changes to the Committee for 2022/2023** | Helen Price is stepping down as Hawks Rep – tbrb James Bell. Roger Knight is stepping down as Kingfishers Rep – tbrb Lucy Baldwin. Nick Zeiher is a new appointee as Wrens Rep and Rebecca Filtness will continue as Dippers/Little Dippers Rep. Janet Watts will continue as community rep. The new committee debated whether there needed to be a FODS rep or whether the FODS chair could be invited to attend occasionally but it was decided that she could be asked to provide a written report to the committee. |  |
| 1. **Minutes of last meeting, matters arising** | a. The **minutes** of the last meeting have been available in draft format on the school website for some time, having been amended by the committee after the last meeting. All agreed they were now an accurate reflection of the meeting.  b. Actions arising: RK was to speak to Matt Matthews (MM) regarding budget for **equipment maintenance** for purchases made by FODS. No response received at the time of this meeting. There is an ongoing concern that expensive items purchased by FODS are not adopted by the school’s maintenance routine and there needs to be a plan for how things are looked after (through-life costs) when projecting future budgets and expenditure. RK was to speak to MM and Nicky Dunford (ND)regarding any **restrictions or covenant** on the use of the preschool building. They are not aware of any restrictions. HEPA filters – this matter is now deemed closed as parental expenditure to maintain parent funded equipment was not deemed viable or necessary. HE was to **check childcare voucher arrangements.** This is a complex issue and varies by employer so HE will signpost parents to gov.uk and remind parents they can ask for an invoice for ASC and to check with their respective employers for further information. HE and SP were to review the **PEGS membership**. This is now rotated on a termly basis so all volunteers can contribute. |  |
| 1. **Terms of Reference for 2022** | The committee were provided with a School Ethos Group **Terms of Reference** document. These ToRs focus on the school’s Vision statement and how the School Ethos Group aims to learn from, support and challenge the school, support the work of the school and provide a local voice representing the community and the parent body. The ToRs detail the membership, meeting arrangements and SEG monitoring focus which should be **based on one of the six pillars of vision per half term**. JB asked whether the focus should be so wholly on vison/SIAMS and asked what other avenues there were for parental feedback. DS explained that this was not the purpose of the SEG, and that we exist to discuss how values are taught and be the methos of accountability that these are being executed in accordance with the vision statement. HE explained that that other routes for parental feedback existed (speaking to class teacher, speaking to the head). LB mentioned that other schools have a ‘life group’ for representing parent views. | HE will clarify to parents what the feedback mechanism is.  LB to provide reference from last letter from Trust which mentions parental feedback routes. |
| 1. **Academy Head School Update** | a. The biggest issue remains the uncertainty around funding for the **new classroom build**. The funding route is not yet confirmed. HE was to meet ND on 11 Oct to discuss the contingency for after the Christmas holiday for Wrens class (in terms of staffing and classroom space). HE’s current concern is around managing the uncertainty for staff and pupils, whist formulating a clear plan with options for Wrens and preschool parents to feedback. The trust will be writing to parents before half term to explain the current situation. LB requested that the letter is not sent on the Friday so that parents have the ability to respond before the half term break.  b. The **school improvement agenda** has seen children making progress in all year groups, although some year groups need **to raise attainment in reading and writing.** JW noted a loss of confidence among the children across the school compared to pre-COVID. Key priorities for the Trust are:   * Promoting relational behaviour (consequences that teach rather than punish) * Oracy * Pupil’s own learning   c. The school is focussing on **Global Citizenship** to teach tolerance and understanding by way of a three-pronged approach:   * Half termly ‘World Explorer Days’ * Use of ‘diversity texts’ to expand exposure to other cultures * Focus on world issues.   Each of these focus areas will engage the children in reading and writing activities. Whilst these are all currently detailed on the school website parents present were unaware.  d. HE gave a **staffing update**. Rachael Vickers will be leaving after half term, tbrb Penny Amos who joins Diptford from Ilsington and has previous experience of a similar role within the trust. The vacancy for the new preschool lead will be advertised this week. This is a positive step for the preschool as it enables growth and secures future admissions. | HE to highlight information on the website to parents via the newsletter. |
| 1. **SIAMS matters** | 1. The school is still due a **SIAMS inspection**. Other schools in the diocese have now been inspected and Diptford is on the list. DS explained that the vision set by the school should shape and direct everything that happens, and that this should be evidenced. The **aide memoire** with the six pillars and the framework for excellence was shared again with the committee as a ready reference. The Self-Evaluation Form (SEF) is complete but would benefit from a refresh. It is a ‘living document’ and should be regularly reviewed. HE reiterated that the role of the SEG was to provide constructive support and help develop the school’s implementation of its Christian ethos. RK reminded all present that they should aim to attend Collective Worship/ RE to aid understanding. Other strands of the vision are perhaps more difficult for the group to see and understand. SP gave an update on **PEGS** – she has asked what the children want to get out of being in PEGS and is ensuring that all who want to take part have their turn to contribute. She explained that ALL children are in effect PEGS as they have a voice, although they change in their ability to express their voice during their journey through the school. The PEGS were asked what the vision/values meant to them, and they asked for a more visual reminder in each classroom. The PEGS were unclear of the reasons for the weekly ‘shining light’ award (some of the reasoning was based on adult’s observations) and as a result the PEGS, with input from the whole school now make the award. | LB to share video / slide deck produced in earlier preparations for SIAMS.  HE and SP to visit Landscove to witness ‘best practice’ with SEF. |
| 1. **FODS Update** | Not discussed – to be covered at next meeting. |  |
| 1. **Parental Feedback** | a. JB raised a concern amongst Hawks parents that **maths attainment** was below expected and that there was no clear plan to catch up, especially now the maths specialist (Mrs Gilby) had left. HE explained that the current Hawks class teacher (Mrs Wilson) is the school maths lead and that every subject has an action plan which includes support for pupils who are not meeting ARE. HE also announced that the school has allocated £2000 from the government as ‘catch up’ funding for the whole school, and £324 from the national tutoring fund for targeted intervention.  b. Parents seek clarity on what time the school gate opens for normal **drop off** if breakfast club finishes at 0840. HE explained that from 0840 to 0850 breakfast club attendees are supervised in the playground before the gate opens for all at 08.50. Parents of older children remember the pre-COVID routine where access to class teachers was easier and they felt involved more in the school routine. HE reminded parents that the correct channel to contact a class teacher was via the admin email, or at the end of the school day. All agreed that the new procedure for collecting children from the Little Dippers playground at the end of the day was an improvement for both safety and community feel | HE to clarify to parents drop off times and options for earlier drop offs |
| 1. **Date of next meeting** | Mid to late November. |  |