



Twineham CofE School

Nurture Togetherness Resilience Creativity



Everyone is a gift and everyone is gifted

GOVERNING BODY OF TWINEHAM CE SCHOOL

Minutes of the meeting of 25th November 2024

Present:

Mrs J Pattenden, Mr C Skilton, Reverend R Cornish, Mrs R Schofield, Mrs L Rydon, Mr R Copper, Mrs E Slade, Mr R Shakespeare, Mr A Brotherton and Mrs S Davy

In attendance: Mr J Gilbert – Diocesan Adviser
Mrs C Barker – Clerk

24/127

Welcome:

Mr Gilbert and Mr Brotherton were welcomed to the meeting.

24/128

Opening Prayer:

24/129

Apologies for absence:

Apologies were received from Ms Tatters and were accepted by the governing body.

24/130

Declarations of interest:

Mrs Schofield and Reverend Rachel declared interests as governors of Albourne CE Primary School.

24/131

The SIAMS Process – Mr J Gilbert

Mr Gilbert firstly explained the requirement for a statutory inspection to take place, in the past every eight years but now, every five years. The focus of the inspection is the foundation within maintained voluntary aided or controlled schools. This would consider the Christian vision and how this is driving the education and the governors' role in that. Mr Gilbert said he had met with Reverend Rachel and the Head to discuss the Christian vision of the school. Reverend Rachel had subsequently written a paper setting out the reasons for requiring a vision and also a suggestion as to what this could be. She had so far not received any feedback to this paper.

Mr Gilbert went on to explain the SIAMS process. Initially the school will receive a phone call which will give the Head five days' notice of the inspection. Inspections usually take place over one day on Mondays, Thursdays or Fridays. Prior to the visit the inspector will look on the school's website where they would expect to find the school's vision. They will also decide the focus of the inspection. Prior to the visit the Head would prepare a self-evaluation of the school with which Mr Gilbert had offered support.

The school's vision would be expected to be seen in the following:

- Driving the school
- Leadership
- How the curriculum is organised
- Spiritual developments
- Daily collective worship which should be inclusive, reflective, inspiring and linked to the school's values
- How prayer is organised
- How this is relative to the curriculum
- The well being of the staff and the pupils.

In answer as to how this is achieved Mr Gilbert suggested through change. Evidence of this could be achieved through the Pupil Voice, the School Council and the RE curriculum. The inspector would look at the pupils' books and needed to understand how the curriculum was organised. It is expected that the school will base the RE curriculum on 50% Christianity and 50% other world faiths.

During the day long process, the inspector will:

- Attend the daily collective worship
- Seek evidence that all within the school are flourishing and show spirituality, including speaking with the children.
- Talk with governors for about 40 minutes when governors will need to show their impact and how they monitor the school's progress.
- Talk with parents and it would be particularly helpful if their child had previously attended a non-church school.
- Seek a curriculum overview
- Seek different views on the RE curriculum taught
- Talk with the School Council and the impact of this in respect of changes made.

It was acknowledged that parents have the right to withdraw their child from collective worship. However, if a child is unable to attend collective worship due to identified reasons, then at some point during the day the pupil must be given the opportunity to be involved in a spiritual activity.

A question was asked if this could or should be stated in the policy to which the answer was yes.

Mr Gilbert confirmed, in answer to a question, that the parents should be informed of the inspection. Parents should be encouraged to talk about any positive experiences they had had, especially if their child has transferred from another school and why they chose Twineham.

The governors asked about the wording of the report following the inspection. Mr Gilbert replied that there will be feedback to governors following the inspection and a report of 1,500 words will be prepared. The judgement will be either that the school is meeting the standard or that the school is not meeting the Christian elements. Governors asked whether it was possible to see an anonymised report and Mr Gilbert replied that he could arrange this.

Mr Gilbert reiterated that he would assist the Head with the self-evaluation and also attend to see collective worship.

In the meantime, he suggested that an action plan was drawn up listing what is currently being undertaken and what needs to be put in place.

Mr Shakespeare left the meeting.

It was agreed that governors would talk to the staff about the school's vision at a staff meeting in January. After this, the vision will be finalised and put on the school's website. It would be necessary to ensure that the values fit with the vision and that additional review would be necessary to achieve this.

It was suggested that the school's logo be changed by removing the fishing net from the centre and replacing it with a cross. It was further suggested that a fishing net could be draped from the cross as the net is part of the story. A question was raised as to the introduction of a new logo on the uniform, and it was agreed that this could be phased in over time.

Mr Gilbert was thanked for his presentation, and he left the meeting.

24/132 Urgent Matters:

Curriculum Lead Governor

The Chair confirmed that Mrs Schofield has agreed to take on the role of Curriculum Lead Governor.

24/133 Approval of the minutes of 21st October 2024:

The minutes of the meeting of 21st October 2024 were approved and signed by the Chair.

24/134 Matters arising:

24/104 Skills Audit – 7 governors had completed the audit form resulting in scores of 4s and 3s. MT, SD, ES and AB were requested to complete the form so that LR could give an accurate report on the GB's expertise. **Task – Named governors to complete audit form**

Approval of Governors' Report to Parents – still outstanding
Task – JP

Signature Sheet signed by those governors who had read the updated sections of KCSiE. **Task carried forward to allow newly appointed governors to complete the action.**

24/69 Resources Committee Terms of Reference approved on recommendation of the committee.

24/109 Head to research Emergency Plan **Task - HT**

24/135 Membership:

Mr Brotherton was welcomed as the newly elected Parent Governor. The Chair said she had received an expression of interest for the remaining Co-opted Governor vacancy, and she would pass the information to governors for their comments. **Task - JP**

24/136 SDP Report

The Head had circulated the report to governors showing some of the progress which had been made this term. Under Quality of Education, Quality First Teaching has been reviewed and adapted and staff were looking further at '5 a day'. Three whole school observations had been carried out.

A progress update was requested next term and governors asked that any causes of concerns were identified.

24/137 Reporting to the Governing Body:

- *Resources Committee*
The Head outlined a project to put solar panels on the roof of the school which had been signed up to by Ms Kelsey and a previous Chair of Governors. The project is to cover 25 years and will provide electricity via the solar panels. There are no costs to the school for the provision of the panels.

A question was asked as to whether we could now withdraw having signed up in the first instance. Generally, it was felt that it was better for the school to be in the project. However, Twineham is not included in the first cohort for the installation.

Reverend Rachel left the meeting

Finance Report

See Part II minutes:

- *Governor Visit Monitoring Reports*
Two reports had been received in draft, RHSE and Science. Good progress had been made but the learning objective was not clear in some learning books
- *Governor Training*
The Chair advised that she would be attending Part II of the Safeguarding training which clashed with the Progress Review meeting.

Mrs Slade left the meeting

24/138 Future leadership of the school (Part II)

24/139 In relation to the 3 core functions, what difference have we made in respect of school vision, values and ethos and the impact of our decisions.

- Core 1:* Discussion and steps forward were identified to devise a vision for the school, linked with its values.
- Core 2:* Consideration of the three-year budgets – further advice being sought.
- Core 3:* Terms of Reference approved for Resources Committee/Governors updated in respect of KCSI.E.

24/140 Dates of next meetings:
FGB
16th December 2024 at 4.30pm via Zoom
20th January 2025 at 3.30pm
3rd February 2025 at 3.30pm
17th March 2025 at 3.30pm

Resources Committee: 6th March 2025 at 10.00am

Minute No.	Task	By whom	When
	Photos to be sent to School Office	All governors	ASAP/On-going
24/104	Named governors to complete Skills Audit	Named governors	ASAP
	Preparation of results of Skills Audit/agenda item	LR/Clerk	20.1.25.
	Approval of Governors' Report to Parents	FGB	20.1.25.
	Training certificates to be sent to School Office for filing	All governors	On-going
	Read updated section(s) of KCSiE	New governors	By 20.1.25.
24/69	Additional agenda item on 2 nd meeting of each term – Resources	Clerk	2 nd meeting of each term
24/109	Research Emergency Plan	HT	25.11.24.
24/119	Report to be prepared re safeguarding monitoring visit	Chair	20.1.25.
Clerk to note:			
24/119	Safeguarding – agenda item on one meeting per term	Clerk	On-going
	Quality First Teaching – agenda item on one meeting per term	Clerk	On-going