

Ethos Committee – Part I Minutes							
Date/Time	13.11.19 4.00pm	Location		Okehampton College			
Attendees	Initials			Attendees	Initials		
Daryll Chapman	DC	Amanda French	AF	Ian Courtney	IC	John Lawlor	JL
Graham Briscoe	GB						

Apologies	Initials	Reason (Category of Trustee)	ACTIONS
Jane Dumeresque	JD	Work commitment	DECISIONS
Philip Sanders	PS	Unwell	
Jeanette Savage	JS	Work Commitment	
Tania Skeaping	TS	Family commitment	
Rebecca Ledger	RL	Work commitment	
			QUESTIONS AND CHALLENGES

In Attendance	Initials	
Susanne Kiff	SK	Chief Financial Officer
Melissa Trudgill	MT	Governance Manager

Minutes to
Attendees
Apologies

1 - Apologies
Apologies were received from PS, JD, JS, TS and RL and noted by the Committee.
2– Declaration of Interest
All Trustees were reminded to declare any conflict of interest that may arise during the meeting.
3 – Agree and sign off previous minutes
The minutes of the Ethos Committee meeting held on 30.04:19 were agreed and signed by IC. ML had resigned as a Trustee and therefore as Chair of the Ethos Committee. Under the new meeting structure, the Ethos Committee meets annually with ethos incorporated in each Full Trustee Meeting. The Chair of Trustees could Chair the annual Ethos Committee Meeting.
4– Matters Arising

- SK confirmed that the DMAT insurance covers therapy dogs on site and risk assessments are in place.
- It was uncertain whether ML had contacted Mosques, Synagogues, and other religious establishments in Exeter and circulated information to primary schools. HF said it was important for pupils within the Trust to have the wider experience of other cultures and religions. DC has spoken to Headteachers today re the curriculum including debating what is our intent to overcome some of the demographics of our area. It is not simply about creating a link with other schools outside of the area but having a productive link. Children should be aware of different cultures and within our own context. It is not about reducing our own enrichment; we need to get the right balance between local history and the wider world.

ACTION – DMAT Ethos and other cultures and religions must be incorporated into the curriculum. GB suggested an A4 sheet to be produced. Working off the DCC syllabus and DC will speak to the headteachers. DC

- **A Trustee asked whether the Trustee Board could ask for a presentation from schools on how they are promoting the MATs shared ethos and individual school ethos with their children.** We should be asking ACs how they are assessing how ethos is carried out and upheld in each of the schools. **What is the Trustee’s role regarding ethos and how do we want to run it through the whole MAT?** It is an area which is important and interwoven into our values and should be a focus at all governance meetings.
- It was suggested as an Autumn term exercise – a parents’ questionnaire so Schools can follow up themselves. Perceptions in our own mind how these schools are doing but is it essential that we hear parental views on how schools are upholding the ethos. It would be valuable for AC Governors to attend some of the parents’ evenings and talk to parents there. **Could we collate these ideas and see where the gaps are Church schools have to have an ethos committee other schools need to evidence at least how ethos is addressed in their schools?**

ACTION: Annual report – AF will use the existing document Terms of Reference LGB and create a new AC document which will include the request for an annual report.

- **A Trustee asked if we could set up a MAT-wide special Ethos Day.** DC explained that every year we have had meetings of youngsters at Ashbury – external speakers come and 15 KS3 pupils attend as ambassadors from each school. We also have the first day back (6.1.20) which will be recognised as a development day for pupils held on three sites – high priority decision was made that the secondary schools would go to development and primaries together for curriculum. Workload charter has been done and they all have the document and is in all staff rooms.

5– Matters Brought Forward at the Direction of the Chair

See above

6 – Items to be discussed by the Committee

6.1 Self Review – Are we effectively managing and monitoring DMAT schools’ commitment to and the delivery of ethos, vision and values?

See discussion above re annual reports, parent questionnaire and AC assessment of how they understand how ethos is upheld in the schools.

The purpose of this committee is to have a strategic approach to ethos and ensure that it is being correctly monitored by the ACs. All agree that the mission statement must go on the pages of documents. A Trustee raised that the mission statement on website is different to the lines at the bottom of the agenda.

Action: MT to ensure that the DMAT mission statement is on the bottom of agendas.

A Trustee asked why the separate schools have different mission statements? Each school should reflect its own individuality – talk to their community and talk to their own stakeholders. We trust schools to get on with it and this reflects our philosophy. We want schools to use the DMAT mission statement but use their own school visions and values

statements. The DMAT Mission Statement goes out all paperwork and then on schools' websites they have their own values.

6.2 Ethos Committee Terms of Reference – Trustee Ethos Committee TOR and School's Ethos Committees TOR

This was reviewed in 2018-2019 and will need to be reviewed during the 2019-2020 academic year.

6.3 Guidance Notes – Non-Church schools

Whilst the Diocese issue guidance notes for Ethos Committees in Church schools, no such guidance exists for non-church schools, so we refer those schools to the Co-Operative Statement of Intent that sits alongside the Articles (both on DMAT website) as their guiding document.

6.4 Minutes of Ethos Committees – ACs and Schools

MT receives all minutes from the ACs including committee reports and minutes. These are uploaded onto SharePoint with Trustee Meeting papers so they are accessible to all Trustees. DC recommended Trustees assess the AC's monitoring of ethos in schools twice a year (one after the parent consultations).

7 – Mental Health and Wellbeing

- DC reported that there was a MAT-wide Wellbeing Group which is open to all members of staff.
- Trustees commented upon staff emailing at weekend and late at night when they should be switching off for their own wellbeing. Although they recognised that this should be balanced with consideration for flexible working hours.
- A Trustees asked if HR provide a telephone counselling service. Staff can access free counselling and physiotherapy. The Trustees have not seen reports to show staff issues, absence trends and volumes. **From a Trustee point of view – strategically should we be checking the data and discussing the trends? – e.g. how many referrals had we made.**

ACTION: Although HR monitor staff wellbeing and absence, Trustees requested a report from HR at the end of the year giving feedback on staff absences and the reasons.

- Proxy rates for wellbeing – capture that centrally from April. Circulate a new date for the next ethos committee – annual? Biannual? Discussion on report findings at this meeting.

8 – Risks Identified/forthcoming changes

- Reputational risk – if we get the ethos wrong, it will affect the numbers so it has got to be right.
- Concept of Ofsted doing a MAT review rather than just schools (schools' inspection over a term and then the MAT review). Trustees are aware of this and the timeline. DMAT data will come into the public domain after three years.
- Trustee asked regarding the KPIs – how the MAT is reported and the collation of the data for the whole MAT?

Ofsted have their own database which they keep which CEO and Chair get for each school – own internal version of this. This is the only document they are allowed to use - IDSR (School inspection data summary report guide) has changed and comes out with some generic statements – all the Schools have and we use those to benchmark our performance.

9 – Date of next meeting

- Date of next meeting: Autumn Term 2021

Action Table from 13/11/2019

WHO	WHAT	WHEN
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SK	Investigate DMAT insurance requirements for therapy dogs on site.	Done
FM	Agenda content of annual report for last Full Trustees meeting in Summer Term 2.	June 2020
ML	Email Clerks to remind about them to send minutes for Ethos meetings.	Done
HF	Contact Mosques, Synagogues, and other religious establishments in Exeter and circulate information to primary schools.	ASAP
DC	Confirm the details of the 6th January training date and forward to FM for Trustees	Done
DC	DMAT Ethos and other cultures and religions must be incorporated into the curriculum. Working off the DCC syllabus and DC will speak to the headteachers. DC	ASAP
AF	Annual report – use the existing document LGB Terms of Reference LGB and create a new AC document which will include the request for an annual report.	ASAP
MT	To ensure that the DMAT mission statement is on the bottom of agendas.	Done
Human Res	Trustees requested a report from HR at the end of the year giving feedback on staff absences and the reasons.	Summer Term

Meeting ended at 5.12pm