

Ethos Committee – Part I Minutes							
Date/Time	22.01.19 4.00pm	Location		Okehampton College			
Attendees	Initials			Attendees	Initials		
Daryll Chapman	DC	Marilyn Livingstone	ML	Ian Courtney	IC	Amanda French	AF

Apologies	Initials	Reason (Category of Trustee)
Hazel Fox	HF	

<b>ACTIONS</b>
<b>DECISIONS</b>
<b>QUESTIONS AND CHALLENGES</b>

In Attendance	Initials	
Susanne Kiff	SK	Chief Financial Officer
John Lawlor	JL	Trustee
Fiona McNeile	FM	Governance Manager

Minutes to
Attendees
Apologies

1 - Apologies
<ul style="list-style-type: none"> <li>Jane Dumeresque gave apologies as she had hoped to attend.</li> </ul>

2 – Declaration of Interest
<ul style="list-style-type: none"> <li>There were no declarations of interest stated.</li> </ul>

3 – Agree and sign off previous minutes
<ul style="list-style-type: none"> <li>The minutes of the Ethos Committee meeting held on 18.09:18 were agreed and signed by ML.</li> </ul>

## 4– Matters Arising

- HF to confirm if progress has been made with providing a session for the Ethos Committee Chairs once they are elected to discuss expectations.
- SK confirmed that Tavistock and Holsworthy staff will receive APL training.
- ML has submitted a Committee report for the AGM.
- SK confirmed that the Risk Register update is in process and moving to a software solution. The Ethos Committee will take part in the update when the software is in place.
- Mental health/wellbeing is now standing agenda item.

**Action:**

**HF to confirm if progress has been made with providing a session for the Ethos Committee Chairs once they are elected to discuss expectations.**

## 5 – Matters Brought Forward at the Direction of the Chair

### 5.1 Annual Survey Results

- DC outlined the background to the Annual Survey which was completed at the end of Autumn term 2018.
- DC explained that all DMAT schools had used the same questionnaires which were generated using google docs. Going forward one set of questionnaire data will be collect year on year for comparison.
- Trustees reviewed the data. **DC to email copies of the data to Trustees.**
- DC will report back to the Committee the feedback from Head teachers.
- Trustees requested that the next time data is collected that the percentage of the cohort who had responded to the questionnaires is noted.
- Trustee’s noted on the pupil surveys that as the data is children’s perceptions there can be many variables.
- DC commented that the pupil surveys are useful tools for teachers as they give some direction in teaching e.g. internet safety.
- Trustees acknowledged that the results needed to be taken in context with each school environment.
- Trustees acknowledged the questionnaire quality had improved in comparison to the 2017 surveys.
- Trustees requested information on how the questionnaires were carried out. For example, were the pupil surveys carried out in school time or at home? This may have a consequence on the amount of data captured.

### 5.2 Highampton Airwaves Mast Planning Application

- Trustees reviewed the Airwaves Mast Planning Application and documents proposed near to Highampton School.
- **Trustees agreed to object to the planning application on the grounds of the application being detrimental to the sustainability of the school due to parent’s perception and removing children from the school and the proximity to the school.**
- **ML to liaise with Phil Whittle and Angela Restall regarding submitting an objection to planning application.**

**Action:**

**DC to email copies of the questionnaire data to Trustees.**  
**DC Report back to the committee the Headteachers feedback on the data results.**  
**DC to investigate and feedback how the questionnaires were carried out.**  
**ML to liaise with Phil Whittle and Angela Restall regarding submitting an objection to the Airwaves Mast Planning Application**

## 6 – Ethos Committee Terms of Reference

### 6.1 Ethos Committee Terms of Reference

- ML explained that the terminology in the Terms of Reference has been changed to help it be more user friendly.
- A Trustee asked for clarification on the use of word ‘formal’ within the Constitution section 1.1.
- ML responded that there had to be a representative from clergy. The church makes it clear who they would like to be involved.
- A Trustee questioned whether there the MAT should have the same ethos in Secondary schools.
- DC responded that it is best not to include collective worship in Secondary schools.
- ML noted that Secondary’s cover ethos during Beliefs and Values learning.
- A Trustee requested that the word endure in the second paragraph be changed to ensure.
- Trustees agreed that, following the amendments, the Ethos Committee Terms of Reference be adopted.
- FM to amend the Terms of Reference and upload to Sharepoint.

### 6.2 Guidance Notes – Non Church Schools

- Trustees reviewed the prepared guidance notes for Non Church Schools.
- A Trustee requested that the notes are amended as follows: the word co-operative not to be in capital case, sub headings introduced, Head teachers to be changed to Heads of School.
- Trustees agreed that they were happy for the document to be introduced following amendments.
- ML to amend document and circulate.

### 6.3 Minutes – Tavistock 6.11.18

- Trustees were pleased to receive Ethos minutes from a Secondary LGB and noted the useful suggestions within the minutes.
- IC stated that the committee were to be congratulated on the minutes.

### 6.4 Minutes – Okehampton 12.11.18

- Trustees noted that the minutes submitted from Okehampton Primary were rigorous and demonstrated a good understanding of the values. Trustees noted the inclusion of SEN and Disadvantaged discussions.
- ML to feedback the Trustees review to Okehampton Primary Ethos Committee.
- Trustees agreed that it would be good practice for ML to share the minutes of LGB’s with each other to encourage best practice and idea sharing.

#### **Action:**

- FM to amend the Terms of Reference and upload to Sharepoint.**
- ML to amend guidance notes for Non-Church Schools and circulate.**
- ML to feedback the Trustees review to Okehampton Primary Ethos Committee.**
- ML to share the minutes of LGB’s with each other to encourage best practice and idea sharing.**

## 7 – Mental Health/Wellbeing

- DC explained that the Tor Support counselling service which runs at Okehampton College is facing problems due to funding cut backs. Most of the referrals sent through to Tor Support are from Doctors and the support age ranges from 0-25 years. However, the funding cut backs have meant less hours can be provided and there is now a huge waiting list. Younger children are no longer on the list as the service has to prioritise young adults. HF is researching costs for counselling services for Okehampton College and Primaries.
- Trustees questioned what is in place at Holsworthy and Tavistock.
- SK responded that Holsworthy have a counsellor but as she will be part-time shortly the Head of School is considering bought in contracts.
- DC stated that this needs a lot of thought as well being is critical. A conference has been held and work is taking place but there is a definite hole in counselling on offer to pupils.

- ML has been working with Okehampton College who have put in place Mental Health champions.
- **DC to report back at the next meeting what is being done for pupil well-being and counselling in each of the schools and include attendance information.**
- A Trustee noted that it would be important to find out the number of pupils who can't take GCSEs due to mental health or anxiety issues. A new metric with exam/attendance information would be a good tool
- Trustees requested that the exam/attendance metric be put on the agenda for the next meeting.

**Action:**

**DC to report back at the next meeting what is being done for pupil well-being and counselling in each of the schools and include attendance information.  
FM to agenda exam/attendance metric for meeting in April.**

**– Risks Identified/forthcoming changes**

- Counselling Services are at risk and required for pupil well-being and mental health
- The Airwaves mast is a risk to Highampton' s future sustainability
- There are risks if information/feedback from questionnaires is not followed through.

**9 – Meeting Review**

- IC read out the meeting review.

**10 – Date of next meeting**

- Okehampton College – Tuesday 30<sup>th</sup> April 2019 – 4pm
- The meeting concluded at 5:35pm.

**Action Table from 22/01/2019**

<b>WHO</b>	<b>WHAT</b>	<b>WHEN</b>
HF	Confirm if progress has been made with providing a session for the Ethos Committee Chairs once they are elected to discuss expectations.	30.04.19
DC	DC to email copies of the questionnaire data to Trustees.	1.2.19
DC	Report back to the committee the Headteachers feedback on the data results.	30.4.19
DC	Investigate and feedback how the questionnaires were carried out i.e. In school time or at home.	30.4.19
ML	Liaise with Phil Whittle and Angela Restall regarding submitting an objection to the Airwaves Mast Planning Application	23.1.19
FM	Amend the Terms of Reference and upload to Sharepoint	1.2.19
ML	Amend guidance notes for Non-Church Schools and circulate.	30.4.19
ML	Feedback the Trustees review to Okehampton Primary Ethos Committee.	30.4.19
ML	Share the minutes of LGB's with each other to encourage best practice and idea sharing.	30.4.19
DC	Report back at the next meeting what is being done for pupil well-being and counselling in each of the schools and include attendance information.	30.4.19
FM	Agenda exam/attendance metric for meeting in April.	30.4.19